



**OUTREACH COMMITTEE MEETING  
MINUTES  
for  
February 8, 2006  
3:00 – 4:00 P.M.  
5<sup>th</sup> Floor Large Conference Room  
Riverside City Hall**

**1. Call to Order / Roll Call**

Commissioner Percy called the meeting to order at 3:05 p.m.

Present: Les Davidson, Mike Gardner, Bonavita Quinto-MacCallum, Brian Percy

Absent:

Staff: Pedro Payne (Executive Director), and Jenna McAlmond (Assistant Director)

**2. Approval of Minutes**

MOTION: To approve the minutes of January 11, 2006.

M/S/C: Quinto/Davidson/Carried

**3. Public Comments**

There were no public comments.

**4. Old Business**

**A. Status Report on the Quality Review Survey**

- Dr. Payne distributed the revised complaint process quality review survey
- Commissioner Davidson the form would not measure what CPRC is trying to measure
  - Commissioner Davidson asked that staff contact the City of San Diego to see how their similar evaluation did not accomplish their objective.
- Commissioner Percy asked the Committee to consider sending the evaluation out with the initial letter to the complainant.
  - The Committee agreed with the suggestion of Commissioner Percy. "To help us in a timely manner to get the final result of your complaint, we ask that you give us your input on the complaint process. Please fill this form out and return to ..."
- The Committee
  - discussed the timeframe of 12 months before any information would be analyzed;
  - asked that Dr. Payne talk to the City Attorney about the rules for releasing pre-analyzed data in a public records act request;
  - asked staff to create a form letter to accompany the survey and asked that this be added

to the Outreach Committee agenda as well as the Commission's Regular Meeting in March.

**B. Upcoming Speaking Opportunities**

**1. Outreach to the Community**

- CPRC Chairman Gardner recommended approaching the Neighborhood Watch groups on a continuing basis.

**2. Outreach to RPD**

- Dr. Payne and Ms. McAlmond met with Lt. Pete Esquivel to discuss CPRC speaking at RPD roll calls. Lt. Esquivel asked that CPRC create a PowerPoint presentation to have at each roll call session;
- Dr. Payne reported that he met with the RPOA Chair, Vice-Chair, and Secretary to discuss the role of CPRC and bridging the distance between the public and RPD. RPOA will be making a presentation to CPRC on February 22, 2006. They opened an invitation to CPRC to make a presentation to RPOA.

**5. Commissioner Comments**

- A. Commissioner Percy asked that the issue of ride-alongs be taken to the City Manager for discussion. The Committee asked Dr. Payne to discuss with Mr. Hudson.
- B. Citizen Survey results from Ennette Nusbaum.
- C. Insights Newsletter – Staff will check the schedule for the next newsletter. The Committee would like to introduce new commissioners and new officers in the next issue.

The Committee adjourned at 3:55 PM.

Recorded and Submitted by

Prepared and Finalized by

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Jenna McAlmond  
Sr. Admin. Analyst

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Phoebe Sherron  
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